



Charles County Library Board of Trustees Meeting

September 1, 2022, 6:00 p.m.

I. **Board Members In Attendance:**

Ron Sitoula, President
Suzanne Darby, Treasurer
Patricia Vaira
A quorum was present

Absent: Karla Kornegay

II. The Board was called to order by Ron Sitoula.

III. The board wishes all staff that have a birthday in September a happy birthday!

IV. Action Item: Approval of the August Meeting Minutes: A motion was made by Ron Sitoula to approve the August meeting minutes and it was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

V. **Discussion Items:**

- **SMRLA Board Mtg. Update** (Suzanne Darby):
 - No update to report
- **Executive Director's Report** (KennethWayne Thompson):
 - New La Plata Library: no update to report.
 - There is a link in the board packet to a video of a 24 hour library kiosk that will be installed at the Nanjemoy Community Center. A deposit has been submitted to the vendor. We are awaiting to hear back from the vendor regarding pouring concrete.
 - The new van is still on schedule to be delivered in November.
 - Shannon Bland has accepted the position of Development Manager and she will begin that position on September 28.
 - Please review the video in the board packet entitled Your Charles County.
 - Ron Sitoula mentioned receiving an invitation from the Town Council to participate in the Library Card Sign Up event.

La Plata Branch
2 Garrett Avenue
La Plata, MD 20646
p: 301.934.9001

**PD Brown
Memorial Branch**
50 Village Street
Waldorf, MD 20602
p: 301.645.2864

Potomac Branch
3225 Ruth B. Swann Drive
Indian Head, MD 20640
p: 301.375.7375

Waldorf West Branch
10405 O'Donnell Place
Waldorf, MD 20603
p: 301.645.1395

Mobile Services Branch
2 Garrett Avenue
La Plata, MD 20646
p: 301.456.4333

   @ccplonline
www.ccplonline.org

VI. **Financial Report - July** (Barbara Mazor):

- The July financial report was presented and discussed.
- Audit in process: SB & Company LLC Owings Mills, MD

VII. Action Item: A motion was made to approve the July financial report by Suzanne Darby. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

VIII. **New Business:**

- Returned Check Policy - Revised 8/24/22

IX. Action Item: A motion was made to approve the revised Revised Check Policy by Ron Sitoula. It was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

X. The status of the three open board positions was discussed. Ron Sitoula mentioned he will contact Commissioner President Rueben Collins in regards to the current application process.

XI. **Public Comment:** None

Adjourn: Ron Sitoula made a motion to adjourn the meeting. The motion was seconded by Suzanne Darby. The meeting adjourned at 6:25 p.m.

Next meeting will be held at Waldorf West Library, Meeting Room B on October 6, 2022 at 6:00 p.m.